

From: [Olga Bernardy Aponte](#)
To: [Rodriguez, Iran \(ACF\)](#); [Santiago-Artesona, Evangeline \(ACF\)](#); ["Muriel-Falcon, Yolanda \(ACF\)"](#); [Zeno, Denise](#)
Cc: [Hector R. Cruz Torres](#); [Nayda Negron Montalvo](#); [Sidnia Velez Gonzalez](#)
Subject: FW: Colaboración I, II y III
Date: Tuesday, February 05, 2013 11:57:15 AM
Attachments: [MINUTA English.docx](#)
[RECOMENDACIONES DE MEJORAS A PLANTA FISICA COMO POSIBLE CENTRO HEAD START EN CABO ROJO.doc](#)
[Colaboracion.pdf](#)
[3D.pdf](#)
[Time Table.pdf](#)

As a follow up about the status of the Cabo Rojo Head Start site, I'm including the actions taken by ACUDEN in order to identify a new location to relocate the center . The time table work plan, the floor and improvement plan are attached.

Please let me know if additional information is needed.

Thanks,

Olga Iris Bernardy Aponte Ph.D (c)

Administradora

ACUDEN





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MEETING NOTES

February, 1, 2013

TOPIC: Relocation of Colaboracion I, II and III Head Start Center in the Cabo Rojo Township

1. Attendance:

- a. Roberto Ramírez – Mayor, Municipality of Cabo Rojo
- b. Miguel G. Ortiz - Mayor , Municipality of Sabana Grande
- c. Rebecca Román – ACUDEN Representative
- d. Kiomara Linares – Head Start Director, Municipality of Sabana Grande
- e. Roberto Irrizarry – Head Start Accountant, Municipality of Sabana Grande
- f. Griselle Nazario – Head Start Accountant, Municipality of Sabana Grande
- g. Mayra Ramírez – Property Clerk, Municipality of Cabo Rojo

2. Allocation of funds (\$196,835.70) for improvement of private facilities, previously visited by ACUDEN Health and Safety personnel

- a. Mr. Ramírez stated his concern regarding the compliance with terms of contract (ie. being able to oblige and liquidate funds by May 2013)
- b. The facilities require major upgrade and time is limited.

3. Mr. Ramírez proposed considering several Municipal locations in order to make sure that the center would be relocated in a Municipal permanent location.

- a. The first location is the Interamerican University Technology Center
 - i. The location was visited and was considered as a temporary arrangement, as the Township has already other plans for this location.
 - ii. The gates are hazardous for children as they have rusty sharp ends.
 - iii. The location's floor is made out of wood and is infested with woodworms.
 - iv. Termites were observed on the walls.
 - v. The yard is a breeding ground for pigeons.
 - vi. Bathrooms are on the outside of the location.
 - vii. Fences are inadequate
 - viii. The space does not comply with the 35 sq. ft.-by-child performance standard.

Administración para el Cuidado y Desarrollo Integral de la Niñez

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- ix. Renovations would be too costly for use as a temporary location.



- b. The second alternative was using empty public school classrooms in the Municipality
- i. Ms. Ramírez inquired about empty classrooms and was informed that there is none in the Municipality of Cabo Rojo.

- c. The third option was renting the former facilities of an Episcopal Church, but it was found out that those facilities are already rented to another party.
- d. The fourth option is a location in the Rebecca Colberg Stadium, built for the Central American Games. The address is 312 Road, Hm. 0.4, Cabo Rojo, Puerto Rico.
 - i. This 2,205 sq. ft. location is currently in disuse.
 - ii. It has two (2) 750 sq. ft rooms with installed showers and another room of 795 sq. ft.
 - iii. All showers are removable and the spaces are adequate for three classrooms.
 - iv. Renovation contract would need to include the expansion of the facility for kitchen and food storage areas between the Stadium facilities and a Municipal Museum.
 - v. An area of 1,500 sq ft will be available in front of the kitchen and the storage, an ideal space for the children playground. This area should be marked out with a 6-ft.-tall fence of PVC, iron or wood.
 - vi. The terms of contract should include water leaking repairs, replacement of galvanum roof and connection to the Stadium power substation.





- vii. The Evaluation team selected this location for permanent relocation of “Colaboración” I, II and III Head Start Center for the following reasons:
- The Cabo Rojo Township doesn’t have future plans for the facility.
In order to relocate the children, the Mayor will pronounce the facility has a Head Start Center permanently.
 - The facility is located close to downtown area, residential projects and the former location of the “Colaboración” I, II and III Head Start Center.
 - The facility is surrounded by sports facilities
 - The Head Start parents will use the museum facility for meetings
 - The Head Start parents will use the coliseum parking
 - The facility is located close to but not in the main street
 - The renovations are cost-effective for the Grantee.
- viii. The evaluation team expects begin the services in the new facility on March 25, 2013.



ix. Floor plan, Improvements Plans and Time table are attached.

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**MEJORAS A PLANTA FISICA PARA RE LOCALIZACIÓN DEL
CENTRO HEAD START
COLABORACION I, II Y III**
UBICACIÓN: PREDIOS DEL CENTRO REBECCA COLBERG

Licencias requeridas	<ul style="list-style-type: none"> - Permiso de ARPE - Licencia Sanitaria - Certificación de Bomberos
Arreglos generales a la estructura	<ul style="list-style-type: none"> - Corregir filtraciones de techo - Corregir sistema eléctrico para que el mismo sea independiente. Conectar a sub estación localizada en los predios del coliseo. - La estructura debe contar con una acera de acceso que permita la entrada a persona con discapacidades - Se le debe colocar portones de acceso a la rampa de la facilidad para evitar el acceso a los niños
Cocina y Almacén de alimentos (Construir estructura en cemento con techo en garvalum)	<ul style="list-style-type: none"> - Cocina - Espacio 20 x 14 - Lámparas fluorescentes con protectores - Losetas en material poroso no resbaladizo - Fregadero de tres compartimiento - Estufa eléctrica de seis hornillas - Nevera industrial - Congelador industrial - Almacén espacio - 17' x 14' - Tablillero de metal (racks) - Ventanas con telas plásticas - Pared que divida los espacios - Techo con acústicos - Aire acondicionado
Descripción de cada salón	<ul style="list-style-type: none"> - Espacio de 700pc - Puerta de acceso (32 pulgadas) - Salida de emergencia (los salones pueden compartir esta salida de emergencia) - Losetas en material poroso no resbaladizo - Aire Acondicionado - Lámpara de emergencia - Detector de humo

	<ul style="list-style-type: none"> - Ventanas (estilo Miami o cristal de seguridad) con telas plásticas - Lámparas fluorescentes con protectores - Dos baños
Baños	<ul style="list-style-type: none"> - Uno de los baños (6x6) de la facilidad debe cumplir con todos los requisitos de Ley ADA - Los restantes debe contar con un inodora de una altura máxima de - 14 pulgadas y un lavamanos a 22 pulgadas de altura del piso.
Área de patio exterior	<ul style="list-style-type: none"> - 1,500pc - Delimitar área frente a la cocina con verja de PVC de seis pies de alto (espacio entre cada columna de 3 pulgadas) - 1,000 pc en superficie engomada instalada en base de cemento, con sistema de drenaje y orillas resanadas a la altura del piso - 500pc en superficie de cemento plano (para área de locomoción)

Nota:

- Hacer pruebas de carga eléctrica en las facilidades para determinar que la estructura eléctrica puede suplir lo necesario para los equipos a ser instalados
- Construir área para desperdicios (basura)
- Delimitar área de cisterna y compresores de a/c

Personal presente en la discusión de estas mejoras:

Roberto Ramírez, Alcalde De Cabo Rojo

Miguel G. Ortiz, Alcalde de Sabana Grande

Kiomara Linares, Directora Programa HS Sabana Grande

Rebecca Román, Ayudante Especial ACUDEN

Roberto Irrizarry , Contador Programa HS Sabana Grande

Griselle Nazario, Contadora Programa HS Sabana Grande

Mayra Ramírez, Encargada de la Propiedad Municipio de Cabo Rojo

Re localizacion centro Colaboracion I,II y III

ACUDEN

Today's Date: 2/4/2013 Monday
(vertical red line)

Project Lead: Olga Bernardy

Start Date: 2/1/2013 Friday

